



2021-2022 FACTS Course Schedule

*Please note the courses may change at presenter request, but course dates will remain the same. *

Introduction to FACTS and participant introductions	Date: 09/14 Time: 8:30 - 9:30
Resources available for training and PD	Date: 09/14 Time: 9:30 - 10:00
Finance & Administration Overview	Date: 09/14 Time: 10:15 - 12:00
Internal Controls/Audit	Date: 09/15 Time: 8:30 - 10:30
Emergency Preparedness	Date: 09/15 Time: 10:45 - 11:45
Networking Activities	Date: 09/15 Time: 11:45 - 12:00
Ethics	Date: 09/28 Time: 8:30 - 12:00
Facilities Management Division	Date: 09/29 Time: 8:30 - 9:30
Physical Master Plan/Capital Plan	Date: 09/29 Time: 9:30 - 10:30
Security and Access	Date: 09/29 Time: 10:45 - 11:45
Wrap-up/Discussion/Networking	Date: 09/29 Time: 11:45 - 12:00
Accounting 101	Date: 10/12 Time: 8:30 - 12:00
Budget Creation and Maintenance	Date: 10/13 Time: 8:30 - 12:00
GL& Budgets Reporting	Date: 10/26 Time: 8:30 - 12:00
UGA Foundation	Date: 10/27 Time: 8:30 - 9:45
Accounts Receivable	Date: 10/27 Time: 10:00 - 11:00
Departmental Deposits	Date: 10/27 Time: 11:00 - 12:00
Leadership Speaker 1	Date: 11/9 Time: 8:30 - 12:00
Leadership Speaker 2	Date: 11/10 Time: 8:30 - 11:15
Accounts Payable & Travel	Date: 11/16 Time: 8:30 - 12:00
Stress Management	Date: 11/17 Time: 8:30 - 10:30
International Travel and Study Away	Date: 11/17 Time: 10:45 - 12:00
SPA Session I	Date: 12/7 Time: 8:30 - 12:00
SPA Session II	Date: 12/8 Time: 8:30 - 12:00
Human Resources	Date: 12/14 Time: 8:30 - 12:30
HR Reporting	Date 12/15: Time 8:30 - 10:00
Office of Faculty Affairs	Date: 12/15 Time: 10:15 - 11:00
Student Systems	Date: 12/15 Time: 11:00 - 12:00
Intro to Data Warehouse & Grants Reporting	Date: 01/11 Time: 0830-TBD
Customer Service	Date: 01/11 Time TBD
Legal Affairs/EOO	Date: 01/12 Time 10:45-12:00
Acquiring Goods and Services at UGA	Date: 01/25 Time 08:30-12:00
Acquiring Goods and Services at UGA	Date: 01/26 Time 08:30-12:00